Records, Vice President for Advanced Studies and Research  
1958-1973

University Archives  
University of South Carolina

BOX 1

Financial Files:

Account 5100 Other than GO7 FY 71. Correspondence re hiring personnel and post-doctoral fellows for conducting research.
Account 5100 GO7 FY 1971-1972. Includes general correspondence re research personnel and research equipment. Also includes overviews of fund transfers for research to various University departments.
Other than GO FY 1972. Memorandum re accounts and funding for research, academic travel, and research personnel.
Budget, February 1971 Distribution of 5100 GO7. Including funding requests, correspondence re the disbursement of research funds, and notes re funds for research.
Budget 1970 and FY 71. Includes budget overviews for research projects and educational equipment.

Annual Reports:

USC-1969-70; Bureaus and Institutes, 70-71. Includes the 69-70 USC annual report and reports from University institutes and bureaus., providing an overview of their activities.

Bureaus:

Purposes. Brief overviews of the missions and goals of different USC institutes and bureaus.
General. Correspondence re the development of the Institute of Science and Technology, an Employment Problems Institute, and budget information for other USC institutes.
Archaeology and Anthropology. Correspondence re the operation of the Institute for Archaeology and Anthropology, particularly the selection of a new director.
Institute of Archaeology and Anthropology. Includes correspondence re the institutes funding, personnel, and projects.
Belle W. Baruch Coastal Research Institute. Correspondence re proposed projects and overviews of the ongoing research projects. Also includes correspondence discussion the future of the institute.
Baruch Lab. Correspondence re the groundbreaking of the Baruch Lab.
Guest List for Groundbreaking Ceremonies for New Marine Lab in Georgetown.
   Includes list of those invited and declinations.
Business and Economic Research. Includes correspondence re business and
economic research projects, staff funding, and project funding.
Governmental Research. Includes correspondence re governmental research
   proposals and the Bureau of Governmental Research’s 1965-1966 Annual
   Report.
International Studies. Correspondence re the recruitment of visiting foreign
   faculty.
Social Problems Research Institute. General information re the operation of the
   Social Problems Research Institute, including correspondence re research
   projects and staff.
Traffic and Transportation, 2/20/65-6/8/71. Correspondence and other material re
   graduate courses offered by the Traffic and Transportation Center,
   projects conducted by the center, and symposiums it sponsored.

**BOX 2**

Transportation Center. Correspondence re transportation research projects, the
   Master of Transportation degree, and the proposal to establish a Highway
   Safety Research Center.
Traffic Safety Candidates. Includes information re candidates for the director of
   the Traffic Center and the proposal to establish a Highway Safety
   Research Center.
Traffic Study. Study conducted by the Transportation Center re highway safety in
   South Carolina.
Bureau of Urban and Regional Affairs (2 Folders). Correspondence re the
   operation of the Bureau of Urban and Regional Affairs. Also includes
   reports produced by the bureau.
Self-Study on Bureaus and Institutes. The report of the self-study of the bureaus
   and institutes.

**Graduate School:**

Graduate Assistants List, 1959-1961. A list of graduate assistants by department
   and their wages.
Prospective Candidates/Assistants, 1970-1972. Correspondence re candidates and
   selections for graduate fellowships.
Aiken Center (Regional). Correspondence re the establishment and operation of a
   graduate center in Aiken.
Charleston Center (Regional). Correspondence re course offerings, enrollment,
   general operation, and the problems associated with running and off-
   campus graduate programs. Also includes newspaper clippings.
Graduate Education Costs. Information re an external GRADCOST study on the costs of graduate school.

Graduate Council, 1962-1963, for action. Includes general correspondence re graduate school instructors, students, proposed degree programs, and courses.

Graduate Council, New Program Approvals by Higher Education Commission. Correspondence re the approval of new degree programs by the Commission on Higher Education.

Degree Statistics. Statistical overview of graduate degrees according to year, discipline, and type. Includes statistics from 1960-1969.

Graduate Faculty through 1967. Includes graduate faculty meeting minutes and the faculty’s actions re proposed degree programs.

Fee File. Correspondence re graduate assistant policies and fees paid by graduate assistants.

$5.00 Fee. Correspondence and recommendations re assessing a five dollar application fee.

Graduate Students, Grades. University policies re the grading of theses, dissertations, and similar requirements.

Numbers. Degrees earned figures by type of degree and discipline, 1962-1968.

Graduate Program in Nursing. Correspondence and a proposal to establish a graduate degree program in nursing.

GRE Scores Modified. Letter re changes to the University’s use of GRE scores.

Graduate Record Exam Reports. Surveys re the GRE test.

Master’s and Doctoral Programs. An overview of the University’s graduate programs.

Old Files from Dr. Reeves, 1967-1971. General correspondence re the operation of the Graduate School.

Self-Study. Drafts and portions of the self-study report. Also includes a draft of questions to be addressed in departmental self-studies.

Self-Study, Graduate School. The final report of the Graduate School self-study and the results of a survey conducted on graduate students.

USC Self-Study-Standard Ten. Instructional programs portion of the graduate school self-study.

Self-Study Papers. Questionnaires, drafts of the graduate programs self-study, correspondence, and committee material.

Graduate Student Enrollment and Student Enrollment Sheets. Enrollment statistics according to major field (1958-1970) and statistics on degrees earned according to discipline (1964-1970).

**Departmental Records:**

Departmental Records. Records of graduate assistantships and a report on the future of the graduate programs.
Anthropology and Sociology, Department of. A proposal for a graduate program in correctional institutions and correspondence re the bachelor’s program in criminal justice.

Art. A proposal and correspondence re an M.A. program in Art History.

Education, Various Papers Dealing with Dept. of (Grad Program). Correspondence re the operation of and changes to the graduate degree program in education.

English, Various Papers Dealing with Dept. of (Grad School). Correspondence re faculty an M.A. program proposal in teaching English as a foreign language.

English, Dept. of—Self-Study. The English Department’s final report of its self-study.


Library School. Correspondence and other papers re the establishment of a library school at the University.

Library Personnel Needs Survey. Material concerning a survey re the needs of South Carolina library personnel.

**BOX 3**

Library School-Graduate. Correspondence re the establishment of a graduate program in library science.

Library Science Accreditation. Material re the requirements for accreditation by the American Library Association.

Library Science-Graduate Program. Reports, correspondence, and other material re the development and personnel of the University graduate program in library science.

Library Standards. Standards for college libraries and material re practices in college libraries.

Psychology, Department of-Graduate Student Handbook (1970-71). The Department of Psychology’s Graduate School Handbook and information re the Department’s Ph.D. candidates.

**Proposed Programs and Schools:**

Applied Behavioral Science, Graduate School of. Proposal for a graduate program in applied behavioral science.

Proposed Graduate Program in Early Childhood Education, July 1972. A proposal for a graduate program in Early Childhood Education.
Proposed Graduate Program Leading to M.Ed. in Area of Educational Communications and Technology. Program proposal for a graduate M.Ed. in Educational Communications and Technology.

Proposed Master of Fine Arts (MFA) Dept. of Art (Sept1970) and Master of Music Degree. Proposals for a Master of Fine Arts degree program and a Master of Music degree program.

Oceanography. Correspondence re the acquisition of a research boat and the development of a program in oceanography.

Planning, School of. A feasibility study for a graduate program in planning. Also includes correspondence re the development of a school of planning.


Foundations, Endowments, and Fellowship Sponsors:

Brookings Institute-Medical School. Correspondence re the financing of medical school and a report on medical education in South Carolina.

Educational Foundation. Correspondence re the educational foundation, including donations to and uses of the funds.

Educational Fellowships, 1969-70 and 1970-71. Correspondence re funding and fellowship recipients.

Fellowships, General. Correspondence and information re USC fellowships and fellowship funding.

Fellowships Selection Committee. Committee material re the selection of fellowship recipients.

HEW-Health Related Research, 1969. Correspondence and surveys re health and medical research at USC.

National Endowment for the Humanities. Application material for fellowships from the National Endowment for the Humanities.

NSF Applications-Chemistry. A paper re possible Department of Chemistry development programs.

NSF Senior Foreign Scientist Fellowships, 1966-1969. Correspondence re USC’s application and University’s participation in the program.

Negro Fellowships. Announcements for fellowships for African-American students.

Non-Federal Fellowships. Correspondence re non-federal fellowships for the College of Business Administration.

South Carolina Wildlife Resources Committee. Material re committee actions, research, fellowship recipients, and other issues.

Washington Agents. Letter concerning the need for liaisons and greater communications with the federal government.

http://www.sc.edu/library/socar/archives/finding_aids.html
Space:

Biology Building. Correspondence, drawings, and reports re the use of physical space in the Biology Building.
Space (1972). Correspondence re the utilization of space in the Biology Building.
Space Requirements—Office. Correspondence addressing space requests and drawings re the renovations to Rice House.

Statistics:

General. Statistics re various aspects of the University and the Graduate School. Also includes financial statistics.
Grants Statistics. Statistics re grant funding.
Statistics. Material and correspondence re statistics courses offered by the University.

Correspondence:

Goodwin, Dr. Charles A. Correspondence re the position of Director at USC’s Transportation Center.
Pollard, H.W. Correspondence re the development of a planning pogrom at the University.
Stephenson, Dr. Robert L. Correspondence re the ability and potential for archaeology in the National Park Service.

Articles and Papers:

“Contemporary College Students and the Curriculum.” An Article re college curriculum and the college student.
“A New Success Model for Public Higher Education.” An article re success strategies for public higher education institutions.

Miscellaneous:

Administration. General correspondence and memorandum re the use of University property, postage, and other issues.
A.C.E. Special Report-“Black Studies.” An ACE report re black studies programs and civil rights.
Assessment of Graduate Programs in the Southeastern United States. A rating of graduate program at southern universities.

http://www.sc.edu/library/socar/archives/finding_aids.html
Chronicle Guidance-Survey. Completed survey re USC’s graduate school and graduate programs.
Compensation, Extra-Faculty. Correspondence re faculty and staff salary supplements.
Conference of South Graduate Schools. Includes agenda, correspondence, minutes, and conference reports.
Council of Graduate Schools. Booklet re the training of graduate scientists to teach undergraduate science.
Faculty and Staff Campaign. Correspondence re the faculty and staff United Way fund drive.
Faculty by Field-1968, HEW. A survey re faculty in particular fields.
Housing Study. Committee material, including correspondence and surveys re the SC Governor’s Advisory Committee on Housing.

BOX 4

Masters of Business Administration ETV. Memorandum and correspondence re the use of ETV to provide graduate-level business administration courses at the University centers.
Monterey Institute (Mexico). Correspondence re study abroad opportunities for students at the Monterey Institute in Mexico.
MPA-HUD. A contract with the office of the Governor to provide urban studies and urban planning services.
NAFSA-Foreign Student Admissions. Correspondence between the University and NAFSA re the admissions of foreign graduate students.
NASPAA (National Association of Schools of Public Affairs and Administration). Correspondence re a grant for providing fellowships for minority students planning to go into urban public administration.
NASULGA-Negro Enrollment. Statistics re African-American enrollment in undergraduate and graduate studies.
NDEA Title IV Rating Sheet, 1970-71 Applications. A title IV rating sheet on USC.
New Central Library-Building Totals. Statistics and floor plans of the central library (Thomas Cooper Library) as well as statistics re the library’s holdings.
Oak Ridge Associated University, Inc. Correspondence re laboratory-university cooperative programs.
Off-Campus Teaching. Correspondence re Columbia based faculty teaching at regional campuses.
Organization. Correspondence and charts re organization of the Vice-President of Advanced Studies and Research.
Parking Permits. Memorandum re the issuance of visitor parking permits.
Personnel. Includes faculty and staff policies and procedures. Also includes organizational chart of senior administration.
Employment of Personnel. Correspondence re the hiring of campus personnel.
Personnel Information. Pamphlets re USC insurance plans, retirement plans, and general information for state employees.
Programs. A description of methodology of the University Without Walls program.
Report on Visitation to USC, April 16-19, 1961. Section of the report pertaining to the Graduate School and graduate instruction.
Research Office Reports. Reports re grants received for various purposes.
Research Reports, 1970-1971. Summary research reports from University founded research projects.
(SEAGRAD). A proposal for a U.S. Navy training and education program.
Sea Grant Visit. Material re the preparation for a Sea Grant team’s visit to the University.
Small Business Administration. Correspondence and reports re a grant-funded study of black small businesses.
Special Program and Graduate School Special Program. Correspondence, flyers, and booklets re USC special programs offered to the community.
Standard Oil Foundation-Graduate Teaching Award, 1970-1971. Committee material re the selection of the Standard Oil Good Teaching Award recipients.
Standards for Colleges. Standards for college graduate programs.
State Development Board. Correspondence re payment for the execution of the terms of a contractual agreement between USC and the State Development Board.
Status of Applications to Graduate School as of 3/1/72. Admissions report, including GPA and GRE statistics.
South Carolina Dept. of Parks, Recreation, and Tourism. Correspondence re cooperative programs between the SCPRT and the University.
Speech and Hearing. Memorandum re the application for continuation of a grant to establish a speech and hearing program.
Summer Research Assignments. Summaries and correspondence re faculty research projects.
Summer Research Reports, 1965-1966. Summaries of research for University supported projects.
Ten Year Goals. Statements of goals from various academic departments as well as University centers, institutes, and bureaus.
Tulane University’s Graduate School (M.A. and Ph.D. Programs). An overview of Tulane’s graduate school from their self-study report.

University of Florida Urban Studies Bureau. Material re the graduate urban studies programs at the University of Florida.

University of Pennsylvania. Correspondence re a conference concerning federal funding for international studies.

University of South Carolina-Administrators Conference (1969). Notes and other material re an administrator’s conference hosted by the University.

University of South Carolina-Faculty Doctorates. Faculty directories marked to highlight graduate faculty.

University of South Carolina-Faculty Publications Questionnaire. An overview of the graduate faculty and a survey given to faculty members.

Unrest. Policies for University administration to follow in case of campus disturbance or unrest.

Viking Press-Guide. USC’s entry in the “Guide to American Graduate Schools.”

Wheeler Hill Project (2 Folders). Correspondence, monthly reports, and other material project unity.

Woodrow Wilson Center of Scholars (Smithsonian, Washington, D.C.). Correspondence and pamphlets re the Wilson Center.